



COMMONWEALTH OF VIRGINIA
Department of Criminal Justice Services

P.O. Box 1300 • Richmond, VA 23218

Phone: (804) 786-4700 • Fax: (804) 786-6344 www.dcjs.virginia.gov/pss

Status Hotline
(804) 786-1132
1-877-9STATUS

Bail Bondsman – RENEWAL LICENSE APPLICATION – FEE \$900.00 (plus category fee)

IMPORTANT INFORMATION

- A [Fingerprint Application](#), Fingerprint Card and \$50.00 non-refundable fee are required for licensure. The fingerprint package must be submitted within 90 days of submitting the License Application. Please note, a criminal history records check may take up to 45 days to process.
- If you are going to carry or have access to a firearm you must also maintain a Firearms Endorsement and complete all required firearms training. For additional information and forms, please access the [Firearms Endorsement link](#) on the [Virginia Department of Criminal Justice Services \(DCJS\)](#) website.
- In-Service training must be completed within the 12 months *prior* to your application for licensure. For additional information, please access the DCJS website at www.dcjs.virginia.gov/pss.

Bail Bondsman Category and Fee

☐ Property Bail Bondsman
\$250.00

☐ Agent Bail Bondsman
\$100.00

☐ Surety Bail Bondsman
\$100.00

Applicant Information

SSN or DCJS ID Number:	Last Name:	First Name:	MI:
Mailing Address (Street/Apt.#):		City, State, Zip:	
Email Address:			
Home Phone: ()	Business Phone: ()	Fax: ()	

Employment Information

Business Name:	
DBA/Trade As Name:	
Business Physical Address:*	City, State, Zip:
Email Address:	
Business Phone: ()	Fax: ()

NOTE: The business name and physical address provided will be posted on the [DCJS Bail Bondsmen Directory](#) webpage according to [Virginia Code § 9.1-185.17](#).

*If this is also your home residence and you do not wish to have this information posted, please check here: ☐

COMPLETE THE APPROPRIATE SECTION BASED ON THE CATEGORY OF LICENSE YOU ARE APPLYING FOR*(This page may be photocopied if additional space is needed.)***SURETY BAIL BONDSMAN**You must attach **both** of the following:

- Proof of being licensed as a Property & Casualty Agent in the form of a certification issued by the Virginia State Corporation Commission, Bureau of Insurance.
- Copies of each Qualifying Power of Attorney that will be used to provide surety. Each must contain the name and contact information for **both** the surety agent and the registered agent.

PROPERTY BAIL BONDSMANType of Collateral: ☐ Cash ☐ Certificate of Deposit ☐ Real Estate ☐ Other

Total Collateral: \$

Total Liens/Obligations: \$

Total Equity Pledged: \$

Transfer total amounts from the [Property Collateral Verification Form](#)Please list all Agent Bail Bondsmen in your employment: *(you may attach additional sheets if necessary)*

Full Legal Name of Agent:

DCJS # 99-

Full Legal Name of Agent:

DCJS # 99-

AGENT BAIL BONDSMAN

Full Legal Name of Employing Property Bail Bondsmen:

Employer DCJS #: 99-

Employer Signature:

Is a power of Attorney on file with DCJS?

☐ Yes☐ No* (*If "No" please attach)**Affirmation**

I, the undersigned, certify that all information contained on this application and attachments is true, correct, and complete to the best of my knowledge and I have not omitted any pertinent information. I understand that any misrepresentation, falsification or omission of pertinent or material information may be cause for denial or revocation and may result in civil or criminal penalties. I understand that I am responsible for maintaining full compliance with *Virginia Code* Sections §9.1-185 and the Regulations Relating to Property & Surety Bail Bondsmen 6 VAC 20-250.

Print Name: _____

Signature Required: _____ Date: _____
mm/dd/yy**CHECK LIST OF ITEMS TO INCLUDE:**☐ **License Fee — \$900.00**☐ **Property Bail Bondsman Fee — \$250.00**

- [Property Collateral Verification Form](#) and • [Title Certificate Report Form](#) (if applicable)

☐ **Agent Bail Bondsman Fee — \$100.00**

- Power of Attorney from Property Bail Bondsman who substantiates your collateral

☐ **Surety Bail Bondsman Fee — \$100.00**

- Power of Attorney from a Surety Company licensed to do business in the Commonwealth of Virginia

TOTAL FEES ENCLOSED: _____***All fees are non-refundable. Applications received without payment will be returned.***

Submit a check or money order payable to the TREASURER OF VIRGINIA,
or pay by credit card using the [Credit Card form](#) available at www.dcjs.virginia.gov/forms/privatesecurity/pss_cc.pdf
— this form must be included with your application package when paying by credit card.